

Immaculate Conception Catholic Parish  
Parish Council Meeting Minutes  
October 27, 2010

Chairperson Joe Fields called the meeting to order at 7:12 p.m. Fr. Zygmunt led the members in a Gospel meditation and short reflection. Fr. Zygmunt also provided a handout used by Bishop Kettler regarding the Structure and Role of Parish Pastoral Council, which he asked that members read over and reflect on for discussion at a later council meeting.

**Members present:** Joe Fields, Bob Mantei, Annie Dobbs, Randy Kinsey, Steve Mullins, Katrina Yanish, Tammy Want and Phyliss Dixon.

**Members absent:** Maria Muehlenkamp\*

**Visitors present:** Grayce Barnard, Dave Doudna, Vicki Kinsey and Larry Mantei.

**Staff present:** Bob Barnard, Chuck Bowman and Cindy Fields.

*Kinsey* moved, *Dixon* seconded to approve the minutes of the September 15, 2010 meeting as amended. Motion carried.

Items added to the agenda under New Business items included fundraising for Liturgy and Mardi Gras. Repair of kneelers was added under Old Business for discussion.

*Mullins* moved, *Dixon* seconded to approve the meeting agenda as amended. Motion carried.

**Visitor comments:**

Vicki Kinsey proposed selling flower vases that are not being used any longer. She said there were many and because parishioners are donating fresh flowers for the altar each week, there was no need to have them in storage.

*Mullins* moved, *Dixon* seconded to discuss a fundraiser for Liturgy. Motion carried.

Tammy Want told the council she may be interested in purchasing the vases. Her business is providing the fresh flowers each week and she possibly could use them for our flowers. She said she would meet with Vicki and decide.

Vicki also said that it was time for the parish to renew its' membership with E-Script. She noted that we have not earned much money with this fundraiser and perhaps we should not renew.

**Staff Reports:**

*Community Service/Cindy Fields:* Cindy told the council that the Rosary lessons and recitation of the Rosary on Saturday afternoons were going well and she has plans to do more outreach in this area. Our annual community Thanksgiving Dinner will take place on Thanksgiving Day from 11:00 a.m. – 2:00 p.m. Thanksgiving Day Mass will be held

at 10:00 a.m. She also told the council that Sacred Heart Cathedral would be doing a second collection on December 18 and she was in need of speakers to attend the Mass at Sacred Heart to talk about the Soup Kitchen.

Cindy updated the Council on plans for the homeless shelter and her work with the Homeless Coalition and Ecumenical Mission for Shelter. She also said the Knights of Columbus will be holding a take-out chicken dinner in Murphy Hall on November 6<sup>th</sup> and the Knights have generously offered to clean the kitchen before the dinner.

*Religious Education/Bob Barnard:* Bob said the first children's Liturgy of the year was held on the previous weekend and went very well. Advent activities are in the planning stages. He said the Religious Education program would be holding a food drive the two Sundays before Thanksgiving to benefit the Soup Kitchen.

Bob noted the adult education programs – Bible Timeline and the study of the Gospel of Matthew were going well and there was still room for additional participants.

Bob also apologized to Joe and the council for an incident at last month's council meeting.

*Maintenance/Chuck Bowman:* The Council welcomed Chuck to the church. He was recently hired to take care of custodial and building maintenance needs. Chuck told the Council the kneelers do need to be repaired. Many had loose bolts and many were worn. He said they could be repaired with minimal funds and could last a few more years before they would need to be replaced.

Randy suggested pulling together a weekend crew to come in and assist Chuck with the repairs. He said a note in the bulletin with the date and time would allow parishioners to be involved. Chuck noted that it would be wonderful to have several people working on them.

Chuck also talked about bell tower concerns. The tower is also in need of repair and a good cleaning. A roost of pigeons has been making the tower their home and it is in pretty bad shape. A wire guard has been placed in the tower in an attempt to keep the birds out.

## **New Business**

*Maria Muehlenkamp Resignation:* Joe told the council that Maria Muehlenkamp has resigned verbally from the Council, but he has not received a written resignation as yet. Larry Mantei has volunteered to complete Maria's term which ends in May 2011. Parish council by-laws allow the Pastor/Pastoral Administrator to appoint a replacement, with approval from the Council. Fr. Zygmunt has accepted Larry's offer to serve out the remaining time on Maria's term.

*Dixon* moved, *Dobbs* seconded to approve Larry Mantei's appointment to serve the remainder of Maria Muehlenkamp's term. Motion carried. Larry was welcomed once again to the Council.

*Posting of Minutes:* Phylliss Dixon expressed concern that draft minutes of council meetings were being posted on the parish website before the Council approved them. She said she thought the approved minutes from each meeting should be posted. When minutes are amended at the meeting, it can cause confusion for those who may be reading only the draft and not the approved minutes. She would like to have the minutes posted after they had been approved by the Council at the following month's meeting. Steve Mullins noted that University of Alaska committees and councils post draft minutes, but perhaps there was a greater demand from that community to follow meetings. Several council members agreed that approved minutes should be posted but were concerned that they would be "old news" since the minutes would already be a month old.

*Dixon moved, Mullins seconded,* to ask the Parish Council Secretary to provide a brief summary of the monthly meeting for publication in the parish bulletin after each monthly meeting. Motion carried.

*Dixon moved, Dobbs seconded* to post only approved Parish Council meeting minutes on the parish website and in the vestibule of the church. Motion carried.

*Fundraiser for Liturgy:* Vicki asked for approval from the Council to sell overstocked vases. Since the vases technically belong to the church, it was left to Fr. Zygmunt to decide whether to sell them. He will talk with Vicki about this at another time.

*Mardi Gras:* Tammy is working on finding a chairperson for this event. She will begin advertising in the bulletin. She said she would like to pursue finding a venue and will contact the Elks. We would need a member of the parish to "sponsor" our request in order to reduce the rental cost. She said she will move ahead with securing a place and asked the Council to begin thinking about where fundraising profits would be directed.

### **Unfinished Business**

*Courses of Action/Options for handicap access at ICC:* Fr. Zygmunt said he has been working on this issue. Joe reiterated that he has asked for names of people who cannot attend Mass due to access issues and has not been given that information.

Randy told the Council he brought up this issue again because a parishioner has concerns and it is up to the Council to look into it. He offered several options for discussion.

Grayce Barnard told the Council that she often is looking for someone with keys at the 7:30 a.m. Mass to allow a parishioner access to the electric chair.

Katrina noted there were other churches in the area that have better handicap access; ICC is a very old church and it seemed it would be difficult to address this issue. Joe noted that he had looked into the possibility of installing ramps, but due to the age of the church, it was difficult to find ramps that fit the building.

Council members decided to table this issue until the November meeting. Fr. Zygmunt will have suggestions as well.

*Implementation of ICC Five-Year Plan:* Fr. Zygmunt would like to begin meeting with the Council sub-committee chairs on each area of the plan to discuss implementation. He was provided a list of the chairs and will begin meeting individually with them as soon as possible.

*Repair of Kneelers:* was discussed under staff reports.

*Fr. Zygmunt Comments:* Fr. thanked the Council for their work. He announced that Fr. Basil would be arriving the next evening and he would keep the Council posted on the discussions with Bishop Kettler on the splitting of duties between him and Fr. Basil.

**Member comments:**

Randy asked Fr. Zygmunt if there was anything specific on the handout on Role of the Parish Pastoral Council that he wanted the Council to focus on. Fr. said there wasn't, he just wanted us to look it over and we could discuss it further another time.

Larry noted it should be announced either by the Deacon or Fr. what the second collection was for when we have them. He also said it would be nice to announce who we are praying for before the Angelus and Prayer to St. Michael. Fr. said he would once again begin doing that.

Katrina told the Council that St. Mark's Catholic Student Association has sent a letter to Fr. Zygmunt asking for support in their efforts at the university. She said ICC should consider offering whatever support we can to this organization.

Joe said it was wonderful to have all Council members present and accounted for at this meeting!

The meeting was adjourned at 9:05 p.m.

Submitted by: Phyliss Dixon